

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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November 23, 2004

FROM: ED KIECZYKOWSKI, County Librarian
Library

**SUBJECT: AGREEMENT WITH RIALTO UNIFIED SCHOOL DISTRICT FOR JOINT-USE
LIBRARY ON THE CARTER HIGH SCHOOL CAMPUS**

RECOMMENDATION:

1. Approve agreement with Rialto Unified School District for a joint-use library on the Carter High School campus, with public service anticipated to begin in FY 2005/06, pending completion of the library facility currently under construction.
2. Adopt resolution to establish library hours at the joint-use Carter Public Library.

BACKGROUND INFORMATION: The Rialto Unified School District (District) proposed the development of a joint-use school-public library to be located in a facility of approximately 6,000 square feet on the Carter High School Campus at 2630 North Linden, Rialto. The community of northern Rialto has a population of approximately 24,000, with the nearest County Library services located in downtown Rialto, approximately 10 miles away. The District approached the County about the possibility of utilizing the proposed high school library as a public library as well as a school library. The County Library had determined that a need exists for library services in the northern Rialto area but had been unable to provide the capital resources required for a standalone County Library facility. The Library's latest Master Facility Plan recommends that a facility be built to serve this area. Joint use of the District's facility would enable County Library to provide library services approximately 28 hours per week to an underserved area of significant population without incurring the full costs of building construction or lease, furniture, computers, shelving, maintenance, utilities, and custodial or grounds services. The agreement is modeled after the County Library's other two successful joint usage libraries at Kaiser (Fontana) and Serrano (Phelan) high schools.

At its November 10, 2004, meeting the District approved an agreement whereby it would supply the facility and all facility costs, including utilities, maintenance, and insurance, as well as the operational costs of running the school library during school hours. The County's responsibility will include staffing, books, and equipment. It is estimated that the County's total operating costs for this facility will be approximately \$125,000 per year. However, it is anticipated that the District Library, which is currently under construction, will not open until the summer of 2005. Approval of Recommendation #1 would approve an agreement that defines the responsibilities and right of both the District and the Library concerning the joint use of this facility.

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The school site of approximately 6,000 square feet will be available exclusively as a school library until 3 p.m. daily and operate as a public library after school, in the evenings, and on Saturdays. Actual Library hours will be established through the Approval of Recommendation #2.

It is anticipated that the City of Rialto, through a 1994 Redevelopment Act agreement that provided funds for the improvement of library services in the City of Rialto, will assist in providing funds for the opening day collection. The opening day collection of materials, estimated to be 10,000 items, would be compiled through a combination of purchasing new materials and acquiring duplicate materials from other branch libraries. The County Library will provide a collection of adult, young-adult, and juvenile materials comparable to other similar-sized County library branches. There is a separate item on today's agenda that will allocate \$25,000 from the Priority Policy Needs budget to assist with collection development for this new library site. The County Library would also provide access to its automated circulation system and daily delivery of requested materials. The initial term of the agreement is for three years, with automatic one-year renewal periods thereafter. Either party may terminate the agreement at any time with three months' notice to the other party.

California State Education Code Section 17050 authorizes a school district to enter into an agreement with the County to operate a joint-use library facility at a District-owned site.

REVIEW AND APPROVAL BY OTHERS: This item was reviewed and approved by County Counsel (Dawn Stafford, Deputy County Counsel, 387-5471) on November 3, 2004, and by the County Administrative Office (Tom Forster, Administrative Analyst, 387-4635) on November 15, 2004.

FINANCIAL IMPACT: It is anticipated that the County's annual costs for operation of the facility, which includes staffing, materials, and equipment, will be approximately \$125,000. These costs would commence in FY 2004/05 and would be included in the Library's annual budget beginning next fiscal year. It is projected that the increase in the County Library's annual property tax revenues will be sufficient to cover the additional operating costs each year.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this item and concurs with the Department's proposal because there is an established need for a library facility in the North Rialto area, and a jointly operated facility would result in both economic and operational benefits for the District and the County Library.

SUPERVISORIAL DISTRICT(S): 5th.

PRESENTER: Ed Kieczkowski, 387-5721.